



# WASHOE COUNTY

Integrity Communication Service

[www.washoecounty.us](http://www.washoecounty.us)

CM/ACM	<u>✓</u>
Finance	<u>✓</u>
DA	<u>✓</u>
Risk Mgt	<u>n/a</u>
HR	<u>n/a</u>
Other	<u>n/a</u>

## STAFF REPORT BOARD MEETING DATE: February 28, 2017

**DATE:** Wednesday, February 8, 2017

**TO:** Board of County Commissioners

**FROM:** Mark Mathers, Budget Manager  
(775) 328-2071, [mmathers@washoecounty.us](mailto:mmathers@washoecounty.us)

**THROUGH:** Christine Vuletich, Assistant County Manager  
(775) 328-2016, [cvuletich@washoecounty.us](mailto:cvuletich@washoecounty.us)

**SUBJECT:** Acknowledgment of Publication of Notice of Intent to Augment Budgets and approval of the attached resolution to augment the General Fund in the amount of \$141,903 to appropriate the Registrar of Voters' fee revenue generated from previously unbudgeted sources; and direct the Comptroller to make the appropriate budget amendments (net impact to General Fund is zero). (All Commission Districts)

### SUMMARY

Acknowledgement of Publication of Notice of Intent to Augment Budget and approval of the attached resolution to augment the General Fund in the amount of \$141,903 for appropriation authority for previously unbudgeted sources for Fiscal Year 2016-17. The Registrar of Voters is requesting this action to acknowledge unbudgeted revenues to be received from the Secretary of State's Office and cities of Reno and Sparks. These revenues will cover unanticipated expenses incurred by the office for the 2016 general election.

**Washoe County's Strategic Objective supported by this item:** Stewardship of our community.

### PREVIOUS ACTION

May 17, 2016: Board of County Commissioners (BCC) approved the Fiscal Year 2016-17 final budget.

### BACKGROUND

During this year's general election, a number of factors and events impacted the budget for the Registrar of Voters. These included a last-minute extension of the registration deadline by the Secretary of State, the court ruling to establish a new voting location in Nixon, increased provisional ballots and the use of outside reprographic services to fulfill additional printing of ballots. Actual revenues for the Registrar's Office are expected to

exceed budgeted revenues by \$141,903, thus more than covering these cost overruns. These revenues are: \$55,188 from the cities of Reno and Sparks for their share of election costs pursuant to NRS 293C.120 and 293C.535 to 293C.542, inclusive, and \$86,715 from the Secretary of State’s Office pursuant to NRS 293.253 (5), which is intended to cover the costs associated with proposed constitutions, constitutional amendments or statewide measures.

**FISCAL IMPACT**

If approved, the augmentation for carryover will result in an increase in appropriations for the General Fund of \$141,903, which will be appropriated in the following accounts:

<b>Cost Object</b>	<b>G/L Account</b>	<b>Amount</b>
Revenue:		
C112100	460172 - Reimb.- State of Nevada	\$ 86,715.00
C112100	460173 – Reimb. – City of Reno	\$39,675.00
C112100	460175 – Reimb. – City of Sparks	\$15,513.00
Expenditures:		
C112100	710110 – Contracted/Temp. Services	\$76,903.00
C112100	710111 – Volunteer Stipend	\$10,400.00
C112100	710200 – Service Contract	\$11,600.00
C112100	710502 - Printing	\$43,000.00

**RECOMMENDATION**

It is recommended that the Board of County Commissioners acknowledge the publication of notice of intent to augment budgets and approve the resolution to augment the General Fund in the amount of \$141,903 to appropriate the Registrar of Voters’ fee revenue generated from previously unbudgeted sources; and direct the Comptroller to make the appropriate budget amendments.

**POSSIBLE MOTION**

Should the Board agree with staff’s recommendation, a possible motion would be: “Move to acknowledge the publication of notice of intent to augment budgets and approve the resolution to augment the General Fund in the amount of \$141,903 to appropriate the Registrar of Voters’ fee revenue generated from previously unbudgeted sources; and direct the Comptroller to make the appropriate budget amendments.”

RESOLUTION  
TO AUGMENT THE 2016-2017 BUDGET OF THE  
WASHOE COUNTY GENERAL FUND

WHEREAS, total resources of the General Fund of Washoe County were originally budgeted to be \$318,403,323 on July 1, 2016; and

WHEREAS, the total available resources are now determined to be \$318,545,226.

WHEREAS, said additional unanticipated resources are as follows:

Election Cost Reimbursements	\$ 141,903.00
------------------------------	---------------

WHEREAS, there is a need to apply these excess proceeds in the General Fund.

NOW THEREFORE BE IT RESOLVED, by the Board of County Commissioners of the County of Washoe, State of Nevada:

Section 1. That Washoe County shall augment its 2016-17 budget by appropriating \$141,903 for use in the General Fund, thereby increasing its appropriations from \$318,403,323 to \$318,545,226, as follows:

<u>Increase Revenues</u>	
C112100-460172 - Reimb.- State of Nevada	\$ 86,715.00
C112100-460173 - Reimb. - City of Reno	\$ 39,675.00
C112100-460175 - Reimb. - City of Sparks	\$ 15,513.00
<hr/>	
Total Increase in Revenues	\$ 141,903.00

<u>Increase Expenditures</u>	
C112100-710110 - Contracted/Temp. Services	\$ 76,903.00
C112100-710111 - Volunteer Stipend	\$ 10,400.00
C112100-710200 - Service Contract	\$ 11,600.00
C112100-710502 - Printing	\$ 43,000.00
<hr/>	
Total Increase in Expenditures	\$ 141,903.00

Section 2. This Resolution shall be effective on passage and approval.

Section 3. The County Clerk is hereby directed to distribute copies of the Resolution to the Department of Taxation, Comptroller, and the Budget Office.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Chairman, Washoe County  
Board of County Commissioners

ATTEST:

\_\_\_\_\_  
County Clerk

## NOTICE TO THE PUBLIC

### NOTICE OF INTENTION TO ACT ON A RESOLUTION TO AUGMENT BUDGET

**NOTICE IS HEREBY GIVEN** that the Board of County Commission of Washoe County, State of Nevada, will act on a resolution to augment the fiscal year 2016-17 budget of the Washoe County General Fund in the amount of \$141,903.00 in order to appropriate previously unbudgeted resources of the Registrar of Voter's Office at their regularly scheduled meeting in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada, on **Tuesday, February 28, 2017 at 10:00 a.m.** Prior to the meeting, written comments may be filed with the Clerk of the Board and will be considered.

Anyone wishing to protest or affirm may do so by appearing at the above-named time and place.

NANCY PARENT, Washoe County Clerk and  
Clerk of the Board of County Commissioners

Date: February 9, 2017

Legal Desk  
Reno Gazette-Journal

Please publish the Public Notice in the legal section, once on Thursday, February 16, 2017, and furnish two proofs of publication; one to each of the following:

County Clerk's Office  
PO Box 11130  
Reno, NV 89520

Mark Mathers, Budget Manager  
County Manager's Office  
Washoe County  
P.O. Box 11130  
Reno, NV 89520